



RETREAT AGENDA

CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE

**Port Angeles School District Building
905 West 9th Street, Port Angeles, Room 207
December 2, 2022 – 9 – 11 a.m.**

Housing Solutions Committee meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link:

<https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or loni.gores@clallamcountywa.gov

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES

- November 4, 2022

REPORTS AND PRESENTATIONS

- Welcome – 15 mins
 - Objectives and purpose today
 - Check in introductions – what are your hopes for 2023 outcomes (one year from now)
- Best practices/models presentation – what other communities are doing – 15 mins
 - Focus on small-medium/rural communities
 - Discussion - observations
- HSC Goal setting process – 30 mins
 - Review draft goals/outcomes/metrics
 - Trio review; share comments/edits
 - Top 3 priorities setting
- Subcommittee initial work groups – 45 mins
 - Objectives, outcome targets, timeline
 - Actionable steps
 - 6 month plus timeline
 - How do we commit and organize our sub teams to be accountable?
 - Chair select, ongoing team meetings
- Report outs/discussion – 10 mins
 - Commitment plan
- Next steps
- Adjourn
- 11:30 am Lunch and informal discussion (RSVP)

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PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE – January 6, 2022 at 9 a.m.

ADJOURNMENT

Lunch and informal discussion (RSVP) – 11 a.m.

Housing Solutions Committee

**Draft Minutes
November 4, 2022**



CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE MINUTES of November 4, 2022

MEETING OF THE HOUSING SOLUTIONS COMMITTEE (HS)

Chair Christy Smith called the meeting to order at 9 a.m., Friday, November 4, 2022. Also present were Randy Johnson, Shawn Washburn, Colleen McAleer, Glenn Ellis, Michael Sivia, Sharon Maggard, Rod Fleck, Leslie Bond, Colleen Robinson, Caleb McMahon, Shawn McCourt, Nathan West, Kathy Morgan, Sara Martinez and Gregory McCarry. Donella Clark, Cheri Tinker, Wendy Sisk, and Lowell Rathbun were excused.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Johnson moved to approve the agenda as presented, West seconded; motion carried

APPROVAL OF MINUTES

- Minutes – October 7, 2022

ACTION TAKEN: McMahon moved to approve the minutes as presented, Johnson seconded motion; motion carried

BUSINESS ITEMS

- Peninsula Housing Authority Self Help Fund (Information)
Sara Martinez, Peninsula Housing Authority briefed the HSC Members on the Peninsula Housing Authority Self Help Fund Projects.

REPORTS AND PRESENTATIONS

- Retreat planning – 10 mins
 - December 2, 9-11 am Port Angeles School District Building 905 W. 9th Port Angeles Room 208. RSVP required for lunch
 - Review draft agenda – Comments/feedback

Christy Smith briefed the HSC Members December Meeting Retreat. She noted the meeting will be held at the Port Angeles School District from 9-11 a.m. Paul Knox briefed the HSC Members on the draft agenda for the retreat.

- Preliminary goals/process discussion – prep for retreat and sub committees – 15 mins
 - Increase housing supply – drive innovation and efficiencies in local affordable and workforce housing development; provide incentives to attract builders
 - Increase affordable housing for low-income households – develop and implement model project/s using public funding
 - Create multi-jurisdictional task force to develop short term rental policy approaches

Paul Knox briefed the HSC members on the sub committees on the above bullet point preliminary goals and process. Paul Knox, Beth Doglio and HSC Members held discussion.

- Legislative policy agenda discussion -- 20 mins
 - Review results of October 20 listening session
 - Set priorities
 - Set meeting with Legislators?

Beth Doglio briefed the HSC Members on legislative policy.

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PUBLIC COMMENT

- Liza Searles, commented on Olympic Peninsula Extended Needs Housing

NEXT MEETING DATE

- December 2, 2022 at 9 a.m. Port Angeles School District Room 208 (Retreat)

ADJOURNMENT

Meeting concluded at 10:04 a.m.

DRAFT

Housing Solutions Committee

Strategic Action Options Document

- 1. Goals and objectives – Sub Committee teams**
- 2. Increase housing supply – drive innovation and efficiencies in local affordable and workforce housing development; provide incentives to attract builders**
 - a. Metrics:
 - i. Increase year over year new unit starts by 50%
 - ii. Ensure range of new housing production, targeting starter homes and rentals affordable to low- and moderate-income households
 - b. Action options [prioritize actions that can be started now to be ready when housing picks up]:
 - i. Establish a county-level land bank to buy up and reserve properties
 1. Seek conversion of underutilized commercial properties and buildings
 2. Pursue derelict properties
 - ii. Task jurisdictions to reduce local requirements and create permitting process that are streamlined and effective
 1. Develop policies to decrease city/county fee structures
 - iii. Incentivize developers with significant decreases in permitting/impact/engineering/utility hookup fees
 - iv. Target resources to build a multi-family project by 2024 to illustrate the local market for lenders and multi-family developers
 - v. Engage Clallam PUD and ports to help enable more housing
 - vi. Engage Peninsula College, school districts and other partners to boost trades training and recruitment
 - vii. Review funding options to decrease or subsidize housing-related infrastructure costs
- 3. Increase affordable housing for low-income households – develop and implement model project/s using public funding**
 - a. Metrics:
 - i. Target adding 100 new affordable units each year across the county
 - ii. Develop an organized pipeline of proposed projects that cover 5 years into the future
 - b. Action options:
 - i. Use existing templates to develop a request for proposal with specific quantifiable requirements.
 1. Allocations should be able to quantitatively prove need, financial forecast, etc.
 2. Explore developing a single RFP to use all existing public housing funds
 - a. Check off for fund source
 3. Review teams will be made up of a small but diverse team who shall have no interest in organizations applying
 - ii. Use the 2021 affordable housing plan to update and create a pipeline approach
 1. Create capacity to aggressively pursue state funds for projects
 - iii. Develop an ongoing land bank for affordable housing projects
 - iv. Promote and support manufactured/RV parks for affordable housing
 - v. Pursue options to purchase and remodel motels
 - vi. Build shelter on the west end of Clallam County

4. Create multi-jurisdictional task force to develop short term rental policy approaches

a. Metrics:

1. Develop appropriate county/city policies in 2023 to incentivize and/or limit STRs that remove housing from the rental market

b. Action options:

- i. Create interjurisdictional work group to review codes and ordinances in other regions and make recommendations
- ii. Research the actual impact of STRs on the market and model ordinances; and enforcement options
- iii. Craft proposed ordinances for county/cities leaders to consider